



Academic Fee Waiver Application Guidelines

The Federal Lands Recreation Enhancement Act (FLREA), Public Law 108-447, provides the National Park Service statutory authority to allow "outings conducted for non-commercial educational purposes by schools or bona fide academic institutions" to obtain a waiver of park entrance fees.

Fee Waiver Qualification Standards:

Academic Fee Waivers (formally Educational Fee Waivers) are granted to groups that submit an application and meet criteria for approval. Please read carefully.

1. Eligibility

National or international applicants must prove they are a school or bona fide academic institution by submitting one of the following types of documentation:

- A statement confirming educational or scientific tax exemption from the IRS or the applicant's national, state, or local tax authority; or
- A statement from a bona fide academic institution, meeting one of these eligibility standards, confirming that the group is visiting for the purpose of providing transferable academic credit based on a curriculum; or
- A statement of accreditation or recognition as an educational institution from a legitimate international, national, regional, state, or local authority for the applicant's location.
- Home schools may apply for waivers based on the course of study following the procedures above and must meet the state's requirements for home schools.
- **Chaperone fee waiver:** Use the following criteria to determine the appropriate chaperones to student ratio. Elementary 1 to 6, middle school 1 to 8, High School 1 to 12, and College 1 to 20. Fee waivers apply only to students and of chaperones per the above formulas.

2. Educational Purpose of the Visit

- Applicants must provide a written statement verifying the visit will support a relevant academic curriculum.

3. Relevance of Park Resources or Facilities

- Stating the trip objective is for "educational purposes" is insufficient. A direct relationship between the purpose of the visit, park use, and resources must exist. The written statement should identify the park resources and facilities to support your visit, and the relevance of the education program.

Submission of Application:

- The application for fee waivers must be received at least two weeks in advance of the anticipated visit. Incomplete applications or requests that do not meet required criteria may be denied.
- Submit on school's/institution's letterhead, and signed by the school Principal or Head of Institution, or authorize person. **Template on next page.**
- Send via e-mail fova_reservations@nps.gov, or Mail to ATTN: School Tours, Ft Vancouver NHS, 612 East Reserve Street, Vancouver WA 98661

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The National Park Service cares for special places saved by the American people so that all may experience our heritage.

Superintendent:

Grade of Students	Number of Students	Number of Adults	Tour Date	Tour Time

As a bona fide academic institution or school, this requested Academic Fee Waivers is for students 16 and older, and adults participating in an education program. Total number of fees to be waived are _____

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Date _____